

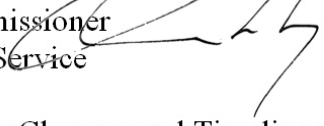


**DEPARTMENT OF THE TREASURY  
FINANCIAL MANAGEMENT SERVICE  
WASHINGTON, D.C. 20227**

**COMMISSIONER**

January 14, 2011

**MEMORANDUM FOR ALL CFOs AND DEPUTY CFOs**

**FROM:** David A. Lebryk, Commissioner  
Financial Management Service 

**SUBJECT:** Upcoming FMS Systems Changes and Timelines

The Department of the Treasury's Financial Management Service provides payment, collections, and financial reporting services to your agency. In an effort to improve, strengthen and reduce the cost of these services while increasing efficiencies to your agency -- something that we know is becoming increasingly important to you -- FMS has undertaken a number of modernization efforts in each of these areas. Consistent with our responsibilities and authorities related to payments, collections, and central accounting and reporting, this letter outlines upcoming requirements and timelines for each of these areas. Agencies will need to comply with the stated requirements by the dates indicated. We are providing this information now so that your agency can begin planning well in advance.

In some cases, the changes will be invisible to the agencies. Where the change will have an impact on your agency, we are interested in working with you to ensure a smooth transition. We have included points of contact in each section to assist in that process. I would also encourage personnel from your agency to attend the Governmentwide Accounting Conference we are holding on January 26 and 27 at the GSA auditorium in Washington, D.C. More information on the conference and other outreach efforts can be found in the attachment.

**Payments**

FMS is modernizing payment operations through the Payment Application Modernization (PAM) project, which will consolidate more than 30 legacy applications into a single application that will process agency payment requests in a more efficient and cost effective manner.

Effective October 1, 2014, all Federal agencies using Treasury disbursing services will be required to submit payment data in a newly developed standard input format. Using the new PAM standard format, your agency will provide Treasury Account Symbol/Business Event Type Code (TAS/BETC) information along with your payment files, satisfying new Governmentwide Accounting (GWA) reporting requirements.

Much of the information associated with making a payment is uniform and lends itself to using a standard input format. We expect agencies to use the standard format to prepare and submit both check and electronic payments (ACH/Wire) to their servicing Treasury/FMS Regional Financial Center (RFC).

Agencies may begin using the new PAM standard format as early as mid-2012, when they will be able to process payments with the TAS/BETC. Payment certifications through the Secure Payment System (SPS) will also accommodate the TAS/BETC beginning mid-2012. In the coming months, we will contact you to discuss conversion implications and a transition timeline. The current version of the PAM standard format can be found at [fms.treas.gov/pam/formats](http://fms.treas.gov/pam/formats).

Agencies making payments through the Automated Standard Application for Payments (ASAP.gov) and International Treasury Services (ITS.gov) are also required to begin reporting TAS/BETC information by October 1, 2014. If agencies are prepared to report earlier, ASAP.gov can be used effective the end of 2012, and ITS.gov effective mid-2012.

Agencies that disburse their own payments will have additional reporting requirements and FMS will be contacting those agencies directly.

### **Collections**

To improve our revenue collections services, FMS continues to advance the Collections and Cash Management Modernization (CCMM) initiative. This will ultimately save the government money by eliminating duplicative functions and simplifying systems, and will provide better service by implementing a streamlined enterprise architecture that focuses on efficient ways to meet our customers' business needs. In addition, the collections channels and the Transaction Reporting System (TRS) will facilitate the data capture and reporting of classification information for the GWA initiative discussed later in this letter.

All agencies are required to convert from legacy systems to the new end state systems and enterprise architecture for collections by December 31, 2012, the date for full CCMM implementation. To meet this deadline, it is imperative that all Federal agencies adhere to the following transition timeline:

- Transition from Treasury General Account Network (TGAnet) to the Over The Counter-Network (OTCnet) by June 30, 2011.
- Transition from using Treasury Tax and Loan (TT&L) Plus for collateral monitoring to the new Treasury Collateral Management and Monitoring System by December 31, 2011.
- Enroll in the Transaction Reporting System, the one stop centralized revenue collection data repository, to view detailed and summarized collection data (replacing data provided through CA\$HLINK II) by December 31, 2012.
- Recognize that FMS will complete all steps to break apart and decommission CA\$HLINK II by December 31, 2012.
- Convert all over the counter deposits entered into CA\$HLINK II to OTCnet, the new web-based system for electronic check capture and deposit reporting, by December 31, 2012.
- Transition from Paper Check Conversion Over-The-Counter (PCC OTC) to OTCnet by December 31, 2012.
- Convert Fedwire and Automated Clearing House (ACH) credit electronic lockbox transactions to the Credit Gateway by December 31, 2012.

As the CCMM effort progresses toward full implementation, we will continue to reach out to agencies to provide information about upcoming requirements. We will also provide ample time to prepare for the transitions. We held two webinars in 2010 to inform agencies about CCMM. Additional webinars are scheduled for February 3 and June 30. These presentations are on the FMS website, along with other CCMM information including commonly asked questions.

FMS has the structure in place (such as customer service support, various training models, automated conversion tools, etc.) to support agencies in achieving the conversions and implementations of CCMM end state systems in accordance with the transition timeline highlighted above. For more information, please visit our website at [fms.treas.gov/ccmm](http://fms.treas.gov/ccmm), or contact the CCMM team at [ccmm@fms.treas.gov](mailto:ccmm@fms.treas.gov).

### **Governmentwide Accounting and Reporting**

The Governmentwide Accounting Modernization Program (GWAMP) laid the foundation to modernize the Federal government's central accounting and reporting system, transforming current governmentwide central accounting into real-time, event-driven processes and enabling better financial management across government. With the December implementation of Parallel Agency Transaction Support (PATS) 3, FMS has successfully enhanced the capability in the central accounting system to classify transactions in real time and eliminate the need for two tier classification/reconciliation, thereby completing the GWA Modernization Project (GWAMP).

In order to achieve governmentwide benefits and efficiencies, all Federal agencies will be required by October 1, 2014, to submit TAS/BETC information on all transaction types (IPAC, Payments, Collections). Currently, 80 Agency Location Codes (ALCs) have transitioned to classifying transactions at initiation, many eliminating their end-of-month reporting. Though most activity is IPAC-related, collection and payment transactions are also being classified daily.

To meet the October 1, 2014 deadline, agencies should:

- Reference and adhere to Intragovernmental Business Rules at <http://www.fms.treas.gov/tfm/vol1/bull.html>.
- Review standardization updates, such as CGAC data implementation dates, at our Financial Management and Budget Standardization website at <http://www.fms.treas.gov/finstandard/index.html>.
- Minimize the use of clearing accounts.
- Incorporate the requirement to provide the TAS/BETC at the time of transaction.

FMS will complete modifications to these systems to capture the TAS/BETC at the transaction level by December 31, 2012. We will meet with each CFO agency to discuss the agency's transition plan and to identify specific dates when your systems will be ready to capture and report TAS/BETC information by transaction type.

Finally, by early 2013, FMS plans to have replaced several legacy systems with a trial-balance reporting system, the Financial Information Reporting and Standardization (FIRST) initiative. This will require quarterly Adjusted Trial Balance (ATB) submissions

for all Treasury Account Symbols and replace the existing requirements for input into Federal Agencies' Centralized Trial-Balance Systems (FACTS I and FACTS II), Intragovernmental Reporting and Analysis System (IRAS), and the Intragovernmental Fiduciary Confirmation System (IFCS) submissions. FIRST will completely integrate the GWAMP data, and reduce the number of central reporting systems agencies must use, ensuring consistency of the data.

For more information, please visit our website at [www.fms.treas.gov/gwa](http://www.fms.treas.gov/gwa) or contact us at [gwa.project@fms.treas.gov](mailto:gwa.project@fms.treas.gov).

### **Treasury Financial Manual**

Concurrent with the implementation of the initiatives described above, FMS is reviewing The Treasury Financial Manual (TFM) to ensure that agencies have the necessary requirements and guidance to carry out their responsibilities with respect to these and other initiatives over the next 18 – 24 months. We will be working with agencies to determine possible changes to the TFM to make it as accessible and informative as possible.

### **End Results**

Implementing these initiatives will greatly facilitate the ongoing effort to modernize the Federal government's payments, collections and central accounting and reporting systems. The end result will be greater efficiency, cost savings, and data quality improvements throughout government.

Collaboration is key to a successful, smooth and seamless transition to these new systems, and crucial to maintaining continued excellence in providing financial management operations and support. An example of this collaboration will be a two-day GWA Conference that will be held on January 26 and 27 at the GSA auditorium. The conference will provide up-to-date information on future and on-going FMS initiatives allowing attendees to raise issues and have questions addressed. In addition, you have my commitment to continue our one-on-one meetings to discuss important initiatives and how we can work together to resolve issues.

Attached is a chart outlining upcoming FMS conferences, webinars and training classes regarding implementation of these modernization initiatives. Please do not hesitate to contact FMS the e-mail addresses listed above or at [CFOletter@FMS.treas.gov](mailto:CFOletter@FMS.treas.gov) if you would like to schedule a similar type of meeting. We look forward to working with you on these critical transitions in the coming months.

Attachment

cc: Daniel Werfel  
Richard Gregg

**Financial Management Service - Conference and Training Schedule  
for Payments, Collections and Governmentwide Accounting**

**PAYMENTS**

Date	Program	Agencies	Location	POC's
<b>2011</b>				
<b>April/May - TBD</b>	Teleconferences with agencies -- discuss new GWA models & batch file changes for ASAP	To be held with every ASAP agency	Teleconference	FMS Elizabeth Oldenburg (202) 874-6923
<b>20-Apr</b>	KFC/PAM Standard Format Training	National Finance Center Payroll and Administration Sections	Webinar / Conference Call	FMS Jesse Chavez (816-414-2108) Lori Meyer (816)414-2337
<b>April 27-28</b>	U.S. Treasury Post Payment Conference	Open to all agencies	University of Maryland Inn and Conference Center, College Park, MD	FMS Dawn Johns (202) 874-8445
<b>June - TBD</b>	KFC VA Agency Forum	VA	Kansas City Regional Financial Center Kansas, MO	FMS Lauren Ray (816) 414-2113
<b>June 8-9</b>	PFC/Agency Meeting PAM Standard Format, GWA Reporting, and additional payment topics	Open to all agencies	Bureau of Engraving & Printing, Washington, DC	FMS Lisa Andre (215) 516-8142
<b>Week of June 13th</b>	PAM/Agency Forum PAM Standard Payment Request Format Training	Open to all agencies (Technical Representatives)	FMS - Liberty Center Building, Washington, DC	FMS Jesse Chavez (816-414-2108) Lori Meyer (816)414-2337
<b>Week of June 13th</b>	PAM Standard Payment Request Format Detailed Review and Crosswalk	Office of Personnel Management	Washington, DC	FMS Jesse Chavez (816)414-2108 Paule 594-7130 Joe (510)
<b>Week of June 13th</b>	PAM Standard Payment Request Format Detailed Review and Crosswalk	Internal Revenue Service	Washington, DC	FMS Jesse Chavez (816)414-2108 Paule 594-7130 Joe (510)
<b>Week of June 27th</b>	PAM Standard Payment Request Format Detailed Review and Crosswalk	Railroad Retirement Board	Chicago, IL	FMS Jesse Chavez (816)414-2108 Philip Tropea (215) 516-8067
<b>Week of June 27th</b>	PAM Standard Payment Request Format Detailed Review and Crosswalk	Veteran's Administration - Insurance Section	Washington, DC	FMS Jesse Chavez (816)414-2108 Philip Tropea (215) 516-8067
<b>June 30</b>	ASAP Federal Agency User Group Meeting	ASAP Agency Users	GSA auditorium, Washington, DC	FMS Elizabeth Oldenburg (202) 874-6923
<b>July 19-20</b>	PAM/Agency Forum PAM Standard Payment Request Format Training	Open to all agencies (Technical Representatives)	Kansas City Regional Financial Center, Kansas City, MO	FMS Jesse Chavez (816-414-2108) Lori Meyer (816)414-2337
<b>August TBD</b>	KFC CAB Meeting	FMS KFC agency customers	Kansas City, MO	FMS Lauren Ray (816) 414-2113
<b>August 2-3</b>	FMS Annual Government Financial Management Conference* <small>*Payment presentations (PAM and ASAP) to be scheduled</small>	Open to all agencies	Ronald Reagan Building and International Trade Center, Washington, DC	FMS Angela Romano (202) 874-9584
<b>August 9-10</b>	PFC/PAM Standard Format Training	Open to all agencies (Technical Representatives)	FMS - Liberty Center Building, Washington, DC	FMS Lisa Andre (215) 516-8142 Jesse Chavez (816) 414-2108 Lori Meyer (816)414-2337
<b>August 16-17</b>	PAM/Agency Forum PAM Standard Payment Request Format Training	Open to all agencies (Technical Representatives)	Kansas City Regional Financial Center Kansas, MO	FMS Jesse Chavez (816) 414-2108
<b>August 23-24</b>	SFC CAB Meeting	FMS SFC agency customers	San Francisco, CA	FMS Rick Corrigan (510) 594-7323
<b>October 11-12</b>	PFC/PAM Standard Format Training	Open to all agencies (Technical Representatives)	FMS - Liberty Center Building, Washington, DC	FMS Lisa Andre (215) 516-8142 Jesse Chavez (816) 414-2108 Lori Meyer (816)414-2337
<b>October/November</b>	PFC Agency Forum	Open to all agencies	FRB Philadelphia	FMS Lisa Andre (215) 516-8142

**Financial Management Service - Conference and Training Schedule  
for Payments, Collections and Governmentwide Accounting**

**COLLECTIONS**

Date	Program	Agencies	Location	POC's
<b>2011</b>				
<b>April 11-16</b>	CCMM Presentation	US Courts	Salt Lake City, UT	FMS David Metler (202) 874-0011
<b>June - TBD</b>	TRS Quarterly Conference Call	Open to all agencies		FMS Tamara Whitaker (202) 874-7132
<b>June 23</b>	CCMM Webinar	Open to all agencies		FMS Teri Hoehn (202) 874-6694
<b>August - TBD</b>	OTCnet User Group Meeting	Open to all agencies		FMS Reginald McKinney (202) 874-6893
<b>August - TBD</b>	TRS Quarterly Conference Call	Open to all agencies		FMS Tamara Whitaker (202) 874-7132
<b>August 2-3</b>	FMS Annual Government Financial Management Conference (CCMM,	Open to all agencies	Ronald Reagan Building and International Trade Center, Washington, DC	FMS David Burgess (202) 874-8645
<b>November - TBD</b>	TRS Quarterly Conference Call	Open to all agencies		FMS Tamara Whitaker (202) 874-7132

**GOVERNMENTWIDE ACCOUNTING**

Date	Program	Agencies	Location	POC's
<b>2011</b>				
<b>May - TBD</b>	GWA Partnership Meeting	All agencies (limited space)	TBD	FMS Luz Davila (202) 874-8599
<b>May 30 - June 3</b>	American Society of Military Comptrollers - Professional Development Institute (ASMC-PDI)	DOD/DFAS and it's customers	Minneapolis, MN	FMS Michael Norman (202) 874-8788
<b>June - TBD</b>	DOD/GWA Conference	DOD and its Customer Agencies	TBD	DFAS Tracy Jackson (703) 607-0411
<b>July 9-14</b>	AGA GTAS - tentative	All agencies	Atlanta, GA	AGA (703) 684-6931
<b>August 2-3</b>	FMS Annual Government Financial Management Conference GTAS & GWA presentations	All agencies	Ronald Reagan Building and International Trade Center, Washington, DC	FMS Rita Cronley (202) 874-9902 Michael Norman (202)874-8788
<b>September - TBD</b>	State Department GWA Conference	State Department	Charleston, SC	FMS Luz Davila (202) 874-8599